

St. Francis of Assisi Board of Education Meeting

February 9, 2017

In Attendance: Stacey Dorsey, Chris Jenkins, Lori Haigh, Bill Pierson, Lynn Ricke, Dan McCoy, Todd Richard, Nicole Saegh, Michelle Foth

Administrators: Father Ray McHenry, Misty Hade, Tammy Myers, Christen Cota, Deb Barry

Call to Order –at 6:34 PM by Chris Jenkins

Prayer – Lori Haigh

Approval of Agenda – A motion was made by Dan McCoy and seconded by Nicole Saegh to approve the agenda. All in favor/none opposed. Agenda was approved.

Approval of Minutes – completed electronically

Pastor's Report – *Fr. Ray*

- The Annual Diocesan Appeal for 2016 is closed, and SFA had to pay \$14,000 from our budget. Next year's assessment has gone up.
- The new part-time nursery coordinator is Becca Bahl.
- We will soon advertise for a full-time Communications Coordinator. This person will help with the parish and school.
- We are ready to form a new Faith Formation Council.
 - This will include Adult Faith Formation, Youth Ministry, and Religious Education.
 - It will be a one-year process.
 - All Faith Formation administrators and staff members will be housed in the north-side parish offices.
 - This will affect discernment this year.
 - School Board and Pastoral Council members are invited to move to the new board. Those interested should contact Father Ray within the next week.
- The discernment informational meeting will be held on Sunday, March 5th. Interviews will be conducted on Saturday, April 8th.
- St. Francis groups donated over \$23,000 for Enviro-Loos in South Africa.

Chairperson Report – *Chris Jenkins*

- Board members are asked to sign up to help with upcoming events including discernment, pulpit talks, and coffee and donuts.

Day School – *Misty Hade*

- The report was submitted electronically.
- Currently registering students for next year.
- Kindergarten Night was successful.
- Four children have been staffed for IEPs, and they are bussed to Brookview for part of the day. Waukee is currently providing an associate to meet the educational needs of a first grader.
- Iowa Assessment data will be analyzed by teachers at an upcoming Professional Development day.
- Concern was brought forward about the 2017-2018 tuition amounts being sent to families before the numbers were approved by the Finance Council. Next year, this information will be shared after being approved.
- Jump Start is currently offered at the end of the summer. This program is run by teachers, and they are paid directly by parents. Some concerns have been raised about this situation, and Mrs. Hade will look into the system and report back in March.

Preschool – *Tammy Myers*

- The report was submitted electronically.
- The Crisis Management Plan is being drafted with the Safety Committee, and it will be completed before March 1st.
- It has been a challenging enrollment period due to weather and changes in the Growing Learner program numbers.
- Changes to the Admission Criteria prioritization schedule are being considered, and the Board of Education has asked the Preschool Parent Advisory Committee to look into these changes.
- There are currently no open spots in preschool.

RE – *Christen Cota*

- The report was submitted electronically.
- St. Francis Parish has purchased a subscription to Formed.org for all parishioners. It is a “Netflix” with Catholic content. Access information will be distributed to parishioners at mass.
- A parish-wide survey for families with children ages 3-14 was sent out this week.

Youth Ministry – *Deb Barry*

- The report was submitted electronically.
- The mission trip this summer will be to the Quad Cities. It will include a St. Ambrose campus tour and mass.
- Some students will attend NCYC in November.
- Students will be fundraising to fund the mission trip and NCYC.

- Confirmation classes are going well.

Building and Grounds – *Todd Richard*

- The report was submitted electronically.
- The Project Priority list was discussed, and a walk-through will occur in March. Todd brought the request for new carpet in the preschool area to the Building and Grounds committee, and the carpet will be examined during the walk-through.

Finance–*Lynn Ricke/Dan McCoy*

- The report was submitted electronically.
- The contribution from the parish does not appear on the Religious Education and Youth Ministry budgets. A question was raised about whether these budgets should be shown without a deficit.
- The contribution to the day school from the parish will remain the same as last year.

Home and School – *Stacey Dorsey*

- The report was submitted electronically.
- The next meeting will be at noon on February 21st.

SIAC – *Michelle Foth*

- SIAC is working on the parent survey, and it will be distributed soon.

PPAC – *Nicole Saegh*

- The report was submitted electronically.

Pastoral Council – *Chris Doud*

- The report was submitted electronically.

Old Business

- A motion was made by Nicole Saegh and seconded by Todd Richards to approve the day school budget as presented. All in favor/none opposed. The day school budget was approved.
- A letter will be sent to families regarding the FACTS tuition management system that is being required by the Diocese.

New Business

- Nicole Saegh moved to form a new Council of Catechisis at St. Francis of Assisi Church. Michelle Foth seconded the motion. All in favor/none opposed. Motion approved.
- A concern was brought forward that students are wearing their coats while eating lunch each day. This is due to a lack of hooks. Students are getting sweaty and then going out into the cold for

recess. Their coats are also getting dirty from their food. Todd will bring this issue to the Building and Grounds committee.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Nicole Saegh and seconded by Lynn Ricke All in favor/none opposed. Meeting adjourned at 9:46 PM.